



BLACK CREEK INTEGRATED SYSTEMS CORP.

2900 CRESTWOOD BOULEVARD
P.O. BOX 101747
IRONDALE, AL 35210

PROJECT MANAGER

Company Overview

Black Creek Integrated Systems is a leading national supplier of highly sophisticated, computerized, and integrated electronic security systems for the correctional industry. Black Creek systems feature state-of-the-art components such as control devices, onsite and online video visitation systems, cameras, and real-time inmate tracking with our RFID tracking devices. In its 40+ years of existence, Black Creek has developed an unequalled reputation for innovation and excellence in the design of its products and the support of its clients.

We are currently seeking a qualified Project Manager with the ability to oversee projects, both small- and large-scale, from point of contract award to final acceptance by customer in a multiple project environment.

Essential Duties & Responsibilities

- Assist with development of customer proposals and project estimates
- Manage project safety
- Oversee subcontract work
- Responsible for developing and meeting project schedules
- Liaise with customers, project owners, contractors, and subcontractors
- Communicate daily with on-site personnel to ensure coordination with engineering and installation
- Interpret and analyze design and construction documents, specifications, and technical reports
- Track scope changes and change orders. Communicate changes with design team for implementation.
- Research and prepare value engineering studies
- Ensure materials are procured, shipped, and available for installation
- Travel to jobsites when necessary for onsite meetings and overall project review
- Maintain good documentation control on project documents and correspondence
- Provide quality control/assurance
- Related work as required

Qualifications

- Must be an articulate professional with excellent communication and presentation skills
- Ability to effectively communicate orally and in writing with managers, peers, customers, contractors, and consultants
- Strong analytical and problem solving skills

- Proficient in use of MS Word, MS Excel, MS Project and basic Windows OS applications
- Must have good organizational skills
- Minimum three years' experience in project management required, preferably in a correctional environment
- Engineering, Networking, or Computer Science background preferred
- Four-year Bachelor's Degree required
- PMP certification will improve candidacy
 - If no current certification, it must be obtained within first year of employment.

Working at Black Creek

In addition to offering competitive salaries, we offer a generous benefit package that includes:

- 401(k) retirement plan
- Vacation/personal time program
- Paid holidays
- Health & dental insurance
- Life insurance
- Long Term Disability insurance
- Tuition reimbursement program